



Salem School Building/Construction Committee

Meeting date: May 18, 2011

Place: Town Hall Room #2

Time: 7:00 PM

Meeting Agenda

1. Discuss procedures for hiring owner's rep/clerk of the works
2. Silver/Petrucelli contract comments
E-mail version on line. See e mail from me. Approx 40 pages No need to print. Read on line key areas. Discussion comments if any.
3. Silver /Petrucelli, additional costs for breaking out design, engineering and state paper work for boiler work as planned for summer, fall 2011.
4. General discussion on state renovation procedures. Introduction letters, Prep meeting with state tentative meeting June 24th, PTC meeting with state on final plans, state requirements 9 bulleted points.
5. Discussion state time line in approving final renovation plans (4 months) phasing possible in planned work.
6. Possible, Contract for Grants review scheduled for end of May with state. Kim working with John Ireland on this.
7. Adjournment

SALEM SCHOOL BUILDING/CONSTRUCTION COMMITTEE
MEETING MINUTES
MAY 11, 2011

Attending:

Elbert Burr, Chairperson
John Bernier
Steve Buck

Allyson Geida
William Weinschenker

Guests:

Donald Bourdeau
Bill Silver
John Ireland
Kevin Sorbaki

Absent: Robert Green

Chairperson Elbert Burr opened the meeting at 7:00 P.M.

1. Approval of minutes.

M/S/C (Weinschenker/Bernier) to approve the April 27, 2011 meeting minutes as presented. Vote: approved unanimous

M/S/C (Buck/Weinschenker) to approve the May 2, 2011 meeting minutes as presented. Vote: approved unanimous.

2. Chairperson Elbert Burr introduced Bill Silver, John Ireland, and Kevin Sorbaki from Silver/Petrucelli & Associates. Committee members introduced themselves.

E. Burr explained renovation projects using a layout of the Salem School. He informed J. Ireland; K. Sorbaki and B. Silver that the school has 6 swing spaces to move students to.

B. Silver informed the Committee how the process would start for the renovations. Also was discussed, schedules, reimbursements and timelines for the state.

Discussion took place about the oil tank, oil consumption, window replacement, construction manager/general contractor/clerk of the work, heat issue in winter, if the project should be done as one package or in phases, and if digital data files/auto cad drawing file could be received from Moser Pilon Nelson.

The PCB's were discussed in the 1960's window area.

Discussion took place concerning the boiler project and the timeline to be able to install the boilers before October 1, 2011.

J. Ireland explained the bid phase would need to be done by June 1; by mid-June the submitted bids would need to be reviewed; July 1 order for the boilers must be placed (8 to 12 week delivery time frame); September 1 delivery; 4 weeks for installation; with a projected completion date of October 1, 2011. There would be no reimbursement from the State for the boiler project by doing the project first. The firm would need an authorization from the Committee to start the project.

M/S/C (Buck/Bernier) To authorize Silver/Petrucelli & Associates to proceed with the Boiler Replacement Program. Vote: approved unanimous

The next meeting for the Building/Construction Committee will be on Wednesday May 18, 2011.

The next meeting with Silver/Petrucelli & Associates will be on June 1, 2011.

Adjournment at 8:50 PM.

Respectfully Submitted
Diane Weston
Recording Secretary